From:	Rellen Hayes
To:	Tucker-Potter, Stacy
Subject:	RE: Verification
Date:	Wednesday, September 11, 2019 3:08:53 PM
Attachments:	image002.png

Hi Stacy,

The "Do Not Mail/Email/Phone" flags are for the directory project only. They do not change any contact flags that you have in your database.

When the "Do Not Mail/Email/Phone" boxes are checked for an alum, he/she will not be included in any future data pulls for postcards, emails or outbound calling. If an alum is opting out of the directory and the respective box is checked, the alum will be excluded from the data pull when creating the alumni data sections that will print in the directory. It's all done through automated software.

Best,

Rellen

Rellen Hayes
Publishing Concepts | Project Manager
Proud PCI Associate since 2014

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From: Tucker-Potter, Stacy <stuckerpotter@truman.edu>
Sent: Wednesday, September 11, 2019 12:27 PM
To: Rellen Hayes <rhayes@publishingconcepts.com>
Subject: Verification

Rellen,

As people are contacting us communicating that they do not want to receive additional information from PCI, I am marking them do not mail, email, call. I wanted to verify how this gets flagged in your process. Will these people be returned to us as do not mail? If so, that might be problematic because it would impact the way we mail them in the future.

Also, I have been opting people out and want to see what verification process there is for tracking those individuals.

Stacy Tucker-Potter ('02)
Director of Engagement | Truman State University
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